



**DEPARTMENT OF THE ARMY  
MISSISSIPPI ARMY NATIONAL GUARD  
1<sup>st</sup> ARMOR TRAINING BATTALION  
BLDG 3575 C Avenue  
Camp Shelby, MS 39407-5500**

JFH-MS-RTI-AR

4 OCT 2010

MEMORANDUM FOR: 19K Armor Crewman Advance Leader Course (ALC) Phase 1 (DL)  
Resident Students.

SUBJECT: Student Information Letter

1. Congratulations, you have been selected to attend the following course at Camp Shelby, MS:

- Course Title and Number – 171-19K30-C45 (P) ARMOR CREWMAN ADVANCE LEADER COURSE (ALC) PH 1 (DL).
- Host School – 1<sup>ST</sup> ARMOR TRAINING BATTALION (RTI-MS)
- School Code – 998
- Report to Building 3575 “C” Avenue next to the Contract Dining Facility
- Reporting Uniform – Army Physical Fitness Uniform (PFU)
- School POC’S: Chief Instructor – COMM – (601) 558-2308 / Branch Chief – (601) 558-2907 / Primary Instructor 601-558-2907  
Fax number is (601) 558-2502. DSN for Cp Shelby is (286).
- Emergency Phone Numbers: Nights CQ (601) 558-2924 / Daytime (601) 558-2308/2354

2. The following information is provided to assist you in making the transition from your present position to that of a student at the 1<sup>st</sup> Armor Training Battalion.

- a. **Course Scope:** This course is performance oriented and designed to qualify individual students in the 19K MOS. Upon completion the soldier will be able to perform the tasks for skill level 3. This phase includes Distance learning where you will study and learn 19K30 skills such as command and control, offense and defense, and security operations.
- b. **Military Appearance:** Students will comply with AR 670-1. Uniform deficiencies will be corrected at the soldier’s expense. You should bring sufficient funds to pay for any alterations.
- c. **Height/Weight:** All students must meet the height and weight or body fat standards IAW AR 600-9. Students will be measured for height and weight during inprocessing. Those students exceeding the height and weight standards will be taped to determine their body fat percentage. Students that exceed the body fat standards will fall under the DA Memorandum “Physical Fitness and Height and Weight Requirements for Military Institutional Training” Dated 1 APR 07.



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- d. **Physical Health:** Students reporting to school with a temporary profile that prevents full participation in the course are not eligible to attend. Any student on medication must bring a 15 day supply.
- e. **Equipment/Uniform Requirements:** See Enclosure 1. The Army Combat Uniform (ACU) is the uniform for the course. Students traveling by commercial transportation are encouraged to keep a separate ACU and PFU in their possession in the event their baggage is misplaced during travel.
- f. **Contraband:** Do not bring personal firearms, fireworks, or illegal drugs to the course. Camp Shelby and U. S. Army regulation prohibit these items.
- g. **Transportation:** Students using commercial transportation must coordinate with this unit for transportation to Cp Shelby prior to their travel date. Coordination can be made by calling (601) 558-2308/2354 during duty hours Monday through Friday. Government transportation will be provided for students arriving by commercial transportation (air or bus) either at GULFPORT or HATTIESBURG-LAURAL AIRPORT or the Hattiesburg Bus Station by calling (601) 558-2308/2907 upon arrival. Students driving military vehicles should bring a government credit card. All students should ensure that round trip accommodations are scheduled before departing their duty station. Commercial lodging incurred during travel will be at the students own expense if lodging is more than 60 miles from Cp Shelby.
- h. **Orders, Requirements and Other Documents:** Your state is responsible for providing orders placing you on duty. Students are responsible for insuring that their orders are correct and that they bring 5 copies. If orders are incorrect, students need to inform their units immediately. Student must meet all requirements outlined in the DA Pam 611-21, dated 31 March 1999 for the 19K MOS (Page 268, Section 10-75, Subparagraph b – Physical demands rating and qualifications for initial award of MOS).
  - (1) A physical demands rating of very heavy.
  - (2) PULHES rating of 111121.
  - (3) Correctable vision of 20/20 in one eye and 20/100 in the other eye.
  - (4) Normal color vision.
  - (5) Maximum height of 6 feet and 1 inch (73 inches).
  - (6) Minimum score of 87 in aptitude area of CO.
  - (7) Highest rank for the course is SFC /E7 or approved waiver for any higher ranks.Additional documentation: Current Pre-Execution Check List as found on the TASS website: ([www.tass.monroe.army.mil](http://www.tass.monroe.army.mil)), valid state driver's license, any waivers you may require and any profiles you have. Also, make sure you have a valid Military ID Card.
- i. **Pay:** Your unit will initiate request for pay (including travel) upon completion of the course. You will not be paid here at the school.



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- j. **Laundry Services/Post Exchange:** A free Laundromat is located on post for student use. Commercial laundry services are also available at student cost. A post Exchange is available for uniform and personal item purchases. Students should bring approximately \$100 to support unforeseen expenses
- k. **Location:** Camp Shelby is located ten (10) miles south of Hattiesburg, MS on Highway 49 South. The gate hours are: South Gate is open 24 hours a day.
- l. **Reporting In:** If you arrive at Cp Shelby on Friday before the start date, report to Building 3575 for information about lodged for the night. If after 1600 hours there will be direction on the door and instructions as to where you will stay and linen will be provided to you for the night.
- m. **Address/POC Names and Phone Numbers:**  
1<sup>ST</sup> ARMOR TRAINING BATTALION  
ATTN: (Your Rank and Name)  
19K30 BNCOC  
BLDG. 3575 AVE C  
CAMP SHELBY, MS 39407-5500

Chief Instructor – (601) 558-2308 or DSN: 286-2308  
Branch Chief – (601) 558-2907 or DSN: 286-2907  
19K Primary Instructor 601-558-2907 or DSN 286-2907

**YOU MUST HAVE AN ACTIVE AKA ACCOUNT, WITH AN ACTIVE USER NAME, USER PASSWORD AND CAN ACESSESS YOUR ACCOUNT USING YOUR CAC CARD**

- 3. Students need to know the following information about their unit for inprocessing and out processing to insure that their paperwork is processed correctly:
  - UNIT NAME
  - UNIT UIC
  - UNIT ADDRESS
  - UNIT PHONE NUMBER
  - UNIT CITY
  - UNIT ZIP CODE
- 4. Upon receipt of this letter, please contact one of the above mentioned names via e-mail or phone call.
- 5. For additional information about the course, you may visit:  
<http://www.ngms.state.ms.us/Pages/Default.aspx>  
Go to “Our Units”, 154<sup>th</sup> Regiment (RTI), 1<sup>st</sup> Armor



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**19K30 ALC Required Clothing/Equipment List**

**A. Clothing**

- |   |         |
|---|---------|
| (1) Boots, Suede                          | 2pr____ |
| (2) Belt, tan w/buckle                    | 1ea____ |
| (3) Socks, cushion sole                   | 6pr____ |
| (4) ACU w/patches & insignia              | 4pr____ |
| (5) ACU cap & Beret                       | 1ea____ |
| (6) Tan undershirt/underwear              | 6ea____ |
| (7) PFU w/running shoes (summer/winter)   | 1ea____ |
| (8) Field jacket (required all weather)   | 1ea____ |
| (9) Fleece                                | 1ea____ |
| (10) Gloves, black (required all weather) | 1pr____ |
| (11) Civilian clothing (off duty)         |         |

**B. Personal Care Items**

- |                                   |         |
|-----------------------------------|---------|
| (1) Laundry bag (OD)              | 1ea____ |
| (2) Towel & washcloth             | 4ea____ |
| (3) Shower shoes                  | 1pr____ |
| (4) Personal hygiene kit          | 1ea____ |
| (5) Cleaning Kit (boots)          | 1ea____ |
| (6) Sewing kit (optional)         | 1ea____ |
| (7) Clothes hangers (wire)        | 9ea____ |
| (8) Pad lock (key or combination) | 2ea____ |

**C. Classroom Materials**

- |                                  |         |
|----------------------------------|---------|
| (1) Pencils (No. 2)              | 2ea____ |
| (2) Pen, black ink               | 2ea____ |
| (3) Notepad                      | 1ea____ |
| (4) Highlighter (any color)      | 1ea____ |
| (5) Pocket calculator (optional) | 1ea____ |

**D. TA-50/Organization Equipment**

- |   |         |
|---|---------|
| (1) Wet weather gear (suit and/or poncho) | 1ea____ |
|---|---------|

If you are short any of these items, you need to contact you unit immediately.